

# **Minutes**

Talbot County Board of Elections  
215 Bay Street  
Easton, MD 21601  
*March 17, 2021*

Present:

## **Board**

Joseph Secrist, President	(R)
Walter Black	(D)
Susan MacKinnon	(D)
Richard Bulman	(R)
Wadella Thomas	(R)

## **Staff**

Jeri Cook, Election Director

## **Public**

None

The monthly meeting of the Talbot County Board of Elections was held on March 17, 2021. Due to restrictions imposed as a result of the COVID 19 pandemic, the meeting was held by videoconference and teleconference. The public was invited to listen by conference call and advised via the Board website and on the agenda of the procedure to do so. Mr. Secrist called the meeting to order at 9:30 a.m. Mr. Secrist noted that a quorum was present.

## **Approval of Minutes**

Mr. Secrist asked if the Board had any corrections or additions to the minutes of the Regular Meeting of February 17, 2021, copies of which had been forwarded to the Board Members in advance of the meeting. Ms. Cook noted a duplication in the reporting of one item in the draft minutes. Ms. MacKinnon moved approval of the minutes with the removal of this duplication. Ms. Thomas seconded the motion. It passed unanimously.

## **Addition/Changes to the Agenda**

Mr. Secrist asked if there were any additions to the agenda as published. Mr. Black moved approval of the agenda as presented. Mr. Bulman seconded the motion. It passed unanimously.

## **Public Comments**

There were no public comments.

## **Election Director's Report**

Ms. Cook provided a written report of the activities of the staff prior to the meeting. A copy of that report is attached. She elaborated on her written report and responded to questions from Board Members.

## **Board Attorney's Report**

Ms. Lynsey Ryan, Board Attorney, was unable to attend due to a court scheduling conflict.

## **Old Business**

### **a. Facility for Election Office**

Board Members and Ms. Cook discussed the recent meeting with the County Council. Mr. Bulman provided a draft letter to the Council thanking them for meeting with us and providing supplemental information regarding our space needs. Ms. Cook reported that the County has engaged Davis, Bowen and Friedel to assess the county government's entire space needs and offered to send the latest draft of the company's report to the Board. She also surveyed several other Local Election Boards regarding their space. With one exception, these Boards occupy between 10,000 and 20,000 square feet. In order to respond to a question asked by Council Member Corey Pack, Ms. Cook suggested we include in the letter to the Council that we need approximately 9,000 square feet. Mr. Bulman offered to incorporate the comments and information received today into his draft letter and circulate it to the entire Board for further comments. It was the sense of the Board that the final version will be signed by Mr. Secrist and sent to the County Council.

### **b. Review of Invoices**

Ms. Cook previously provided Board Members with copies of invoices received since the last meeting. There were no questions from Board Members.

### **c. Budget FY2021**

Ms. Cook previously provided reports on expenditures recorded by the county through December

d. County Bulletins

Ms. Cook previously provided County Bulletins to each Board Member. There were no questions from Board Members

e. Budget FY2022

No new information regarding the budget was discussed.

**New Business**

There were no items for consideration.

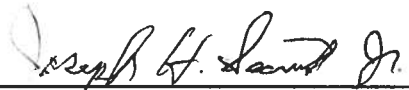
**Confirmation of next meeting**

Mr. Secrist noted that the next meeting of the Board will be Wednesday, April 21, 2021 at 9:30 a.m.


**Adjournment**

Mr. Black moved adjournment of the meeting. Ms. Thomas seconded the motion. It passed unanimously. The meeting adjourned at 9:58 a.m.

Attested,

  
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Joseph H. Secrist, Jr., President

Respectfully submitted,

  
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Richard B. Bulman, Secretary

#### Director's Report - March 2021

- Received the quarterly billing estimate for the 3<sup>rd</sup> & 4<sup>th</sup> quarters – approximately \$58,800. There will also be the staff salaries for the rest of the fiscal year at approximately \$126,000. We currently have approximately \$102,000 (this includes the grant money).
  - I will work on a total projection of needed funds for the April meeting. There will be a need to go to the council for additional funds.
- Awaiting information in regards to the pollbooks
- Election Director's meeting will be held Thursday, March 18<sup>th</sup>.
- Update on any legislation, as it becomes available